



**Town of Arlington, Massachusetts**  
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## **ITAC Meeting Minutes 05/16/2013**

### **ITAC Meeting Minutes**

**Thursday, 5/16/13 6:00pm**

Location: Town Hall Annex Second Floor Conference Room

#### **Attendance:**

David Good, Chair  
Paul Bayer  
Andrew Flanagan  
Eric Helmuth  
Ruth Lewis

The following Items were discussed:

1. CTO Update
  - a. Systems Analyst, Admin Assist re-class, and Programmer re-class to Network and Desktop technician approved by Town meeting.
  - b. APS Administrative Office Renovation Drawings Reviewed
  - c. Thompson School Update
  - d. Town Network Assessment second week of May
  - e. Online Payment RFI chosen, Letter of acceptance to be signed by Town Manager and sent to "Official Payments"
  - f. Final Draft of "Bill Printing and Mailing" RFI completed
  - g. Desktop/Network Support Tech interviews completed, Finalist Chosen, Offer Made
  - h. Proposals received AHS Peirce Field Snack bar and Press box security solutions
  - i. City of Cambridge CTO invite to ITAC to discuss Strategic Planning
  - j. Arlington Education Foundation
2. GIS Updates
  - a. Presentation made to Arlington Rotary Club by Adam Chapdelaine and Adam Kurowski
  - b. GIS Quarterly Report
3. Sub Committee for Creation of Telephony/VOIP Assessment and Product Selection
  - a. VOIP consultant identified
  - b. Discuss Creation of Assessment Plan and RFP
4. Town Meeting investigation into the use of "Clickers" for voting
  - a. Funding Article Approved for Beta next year
5. Police Department Technology Assessment
  - a. Technology Assessment Completed. Presented to Chief Ryan and Captain Flaherty
6. Investigating feasibility and costs of Quarterly Water billing and Electronic Bill

## Presentation

7. Joan Roman gave a website update
  - a. 1500 respondents to Public website survey
  - b. Train the Trainer Next Month
  - c. Planning Survey sent to "Vision Internet"
8. Public Participation : None
9. Next Meeting is scheduled for June 20,2013.
10. Meeting Adjourned

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